



Arnold Schwarzenegger
Governor

April 30, 2010
22M:385:DEJ:1073

Ms. Jacqueline Debets, Executive Director
Humboldt County Workforce Investment Board
520 E. Street
Eureka, CA 95501

Dear Ms. Debets:

AMERICAN RECOVERY AND REINVESTMENT ACT
PROGRAM REVIEW
FINAL MONITORING REPORT
PROGRAM YEAR 2009-10

This is to inform you of the results of our review for Program Year (PY) 2009-10 of the Humboldt County Workforce Investment Board (HCWIB)'s activities funded by the American Recovery and Reinvestment Act of 2009 (ARRA). We focused this review on the following areas: program administration, local level monitoring, management information system/reporting, incident reporting, nondiscrimination and equal opportunity, grievance and complaint system, and program operations including ARRA activities and participant eligibility.

This review was conducted by Mr. David Jansson from February 8, 2010, through February 11, 2010.

Our review was conducted under the authority of Sections 667.400 (a) and (c) and 667.410 of Title 20 of the Code of Federal Regulations (20 CFR). The purpose of this review was to determine the level of compliance by HCWIB with applicable federal and state laws, regulations, policies, and directives related to the ARRA grant.

We collected the information for this report through interviews with HCWIB representatives and service provider staff. In addition, this report includes the results of our review of sampled case files, HCWIB's response to Sections I and II of the ARRA Program On-Site Monitoring Guide, and a review of applicable policies and procedures for PY 2009-10.

BACKGROUND

For PY 2009-10, HCWIB was allocated: \$483,191 to serve 97 adult participants; \$510,464 to serve 132 youth participants; and \$474,822 to serve 138 dislocated worker participants.

For the quarter ending December 31, 2009, HCWIB reported the following expenditures for its ARRA funded activities: \$277,856 for adult participants; \$657,743 for youth participants; and \$496,344 for dislocated worker participants. In addition, HCWIB reported the following enrollments: 26 adult participants; 234 youth participants; and 61 dislocated worker participants. We reviewed case files for 40 of the 321 participants enrolled in ARRA funded activities as of February 8, 2010.

PROGRAM REVIEW RESULTS

We conclude that, overall, HCWIB is meeting applicable ARRA requirements concerning its program operations.

This report contains no findings or concerns; therefore, we are issuing this report as the final report.

Because the methodology for our monitoring review included sample testing, this report is not a comprehensive assessment of all of the areas included in our review. It is HCWIB's responsibility to ensure that its systems, programs, and related activities comply with the ARRA grant program, federal and state regulations, and applicable state directives. Therefore, any deficiencies identified in subsequent reviews, such as an audit, would remain HCWIB's responsibility.

Please extend our appreciation to your staff for their cooperation and assistance during our review. If you have any questions regarding this report or the review that was conducted, please contact Ms. Mechelle Hayes at (916) 654-1292.

Sincerely,



JESSIE MAR, Chief
Compliant Monitoring Section
Compliance Review Office

cc: Linda Beattie, MIC 50
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